



BLYTH TOWN COUNCIL

Minutes of the Meeting of the Environment Committee held in the Council Chamber, Arms Everytyn House on Tuesday 30 July 2019 at 6.30 pm

Present:

Councillors: O Potts (Chair), M Richardson (Vice-Chair), A Cartie, K Nisbet, R Parker, J R Potts, J Reid, W Taylor

Officers:

J Hughes, Town Clerk
M Wilkinson, Deputy Town Clerk
D Clough, General Services Officer
M Hawthorne, Committee Clerk

Members of the Public: 2 (please see separate sheet for allotment holders questions together with responses)

Minute No	
1	Apologies for Absence Councillors: E Anderson-Smith, D Carr, G Thompson
2	Disclosure of Interests Grant of Dispensations None.
3	Bowes Street Development This matter was deferred as the representative from NCC did not attend. The Town Clerk will contact NCC and it may be necessary to call a special meeting of the Environment Committee.

<p>4</p>	<p>Minutes of the Environment Committee held on 21 May 2019</p> <p>The minutes were accepted as a true record and actions agreed by the Environment Committee.</p> <p>Minutes of the Partnership Working Group held on 7 May and 16 July 2019</p> <p>The minutes were accepted as a true record and actions agreed by Environment Committee.</p>
<p>4.1</p>	<p>Matters Arising</p> <p>Partnership Working Group, 7 May, minute no 3 – water feature at Ridley Park</p> <p>Councillor J R Potts asked if any progress has been made about why the water feature was not switched on at Easter. It appears that there are only two members of staff qualified to do the testing of the water feature and they have a particular date when the testing is carried out.</p> <p>The Town Clerk agreed to pursue this further with NCC.</p>
<p>5</p>	<p>Environment Committee Budget Monitoring Report</p> <p>The Town Clerk referred to the monitoring sheet which was circulated to all Councillors. Queries arising from this:</p> <p>Budget Code 601 – water rates for Bolam Avenue and the variance between the figures. It was clarified that to date £1,300 has been spent out of the £2,500 budget and it is on target.</p> <p>Budget 700 BTC Partnership Workforce - £240,000 in the budget. The Deputy Town Clerk explained that when BTC agreed on option D for the partnership agreement the original budget had already been agreed. This increased the costs and it was agreed the additional costs would be taken out of balances as well as £18,000 for additional work at weekends. These will be added to the original budget and there will be a true reflection of costs at the next Committee. BTC will pay NCC in September and March and any adjustments will be made known to the Committee in advance in case other actions may need to be considered.</p>

	<p>Budget presentation at future meetings will include up to date figures and commitments agreed after approval at Council.</p>
6	<p>Information Report (not for discussion at Committee)</p> <p>The information report was noted by members with regard to:</p> <ol style="list-style-type: none"> 1. Allotments 2. Bus Shelters 3. Seats 4. Seat Ends 5. Bins 6. Play areas 7. Memorial frames 8. Defibrillator 9. Summer bedding <p>Councillor Parker commented that there is no agenda item for allotments and he has a query he wishes to raise about the management fees for the associations.</p> <p>The Deputy Town Clerk said that the management fees are linked to the rents and under the lease agreement if BTC increase the rents then the management fee also increases. This cannot be changed at present as there is a legal agreement between BTC and the allotment association.</p> <p>Regarding the issue of overgrown trees raised by an allotment holder, the GSO commented that the trees are not inside the allotment site</p> <p>The Town Clerk agreed that he will prepare a report for the next meeting of the Environment Committee with regard to the association's management fees.</p>
7	<p>Report on Delegated Actions</p> <p>Committee noted the information contained in the report where delegated powers have been used to change the type of seat ends used due to a health and safety issue.</p>
8	<p>Decision Report</p>
8.1	<p>Environment Officer Provision</p>

	<p>It was agreed to move this agenda item to a Part II.</p> <p>8.2 Addition of Seat to Asset Register Committee agreed to the removal and replacement of the seat and to include on BTC's Asset Register.</p> <p>8.3 Water System refurbishment – Bolam Allotments (at a cost of £2640.00 from budget code 698, ongoing repairs and maintenance)</p> <p>As stated in the report, some of the pipes require replacing as the contractor who originally carried out the work used the wrong sized pipes. Committee discussed the recommendation and agreed that whilst the work does need to be carried out, the contractor should be approached with a request that he either rectifies the fault or compensates the Council.</p> <p>The GSO will contact the contractor regarding replacing the wrong sized pipes. If unsuccessful the pipes will be replaced.</p> <p>8.4 Allotment Waiting List</p> <p>A discussion took place around the proposal to allow applicants to remain on the waiting list for their preferred choice if they take a plot on one of the vacant sites. Some members felt this would be unfair to existing allotment holders and a suggestion was made that perhaps a "transfer list" would make the system more equitable.</p> <p>It was agreed that the GSO will explore this further and report back to the next meeting of the Environment Committee.</p> <p>8.5 Tower and Barrier Planters</p> <p>Committee agreed to the following:</p> <p>To the cost £1,824 for the purchase of 15 x Barrier Baskets. Budget Code 710 (NCC Partnership Projects and Maintenance).</p> <p>To the cost £1,495 for the purchase of 40 x Barrier Basket Liners. Budget Code 710 (NCC Partnership Projects and Maintenance).</p>
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	<p>To the cost £5,143 for the purchase of 8 x 5 Tier Tower Planters. Budget Code 710 (NCC Partnership Projects and Maintenance).</p> <p>The GSO explained the benefit of having basket liners, this will allow for the produce to be planted earlier indoors therefore the plants will be more established and give a better display when they are put out.</p> <p>In answer to a query about some of the planters being missing from Waterloo Road, it was confirmed that of the 13, 8 remain on Waterloo Road and the rest have been relocated.</p> <p>The GSO will check where they are located and confirm the number of planters.</p> <p>8.6 War Memorial Lighting</p> <p>Committee agreed to the cost £4,210.00 for the installation of ducting for a power supply and for the installation of 2x spotlights and associated materials at Ridley Park War Memorial. Budget Code 899 (emergency/future development projects).</p> <p>The GSO explained how the work will be carried out and confirmed the paths will not be disturbed as the power supply underneath the paths will be done with a Mole.</p> <p>8.7 High Street Car Parks</p> <p>That Committee RESOLVED to recommend to Council that an alternative scheme, in the High Street area of the Town, is considered now that the Bowes Street scheme is being funded by Northumberland County Council's (NCC) Local Transport Plan (LTP).</p> <p>Councillor J R Potts proposed that this is also submitted to NCC for inclusion in the Local Transport Plan. This item will be placed on the agenda for the Planning & Development Sub Committee on Thursday 12 September 2019.</p>
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<p>8.8</p>	<p>Draft Service Plan 2019/2020</p> <p>Committee approved the Service Plan and thanked Officers for producing an excellent document.</p> <p>Councillor J R Potts noted that budget code 773, Northumbria and Blyth in Bloom will be underspent. He asked Committee to agree to the purchase of an additional battery for a piece of equipment used by the volunteer group at a cost of approximately £300.</p> <p>Committee agreed to the expenditure and commended the volunteer group on the fantastic job they are doing.</p>
<p>9</p>	<p>Environment Enforcement Officer Reports for:</p> <ol style="list-style-type: none"> 1. May 2019 2. June 2019 <p>Councillor JR Potts asked similar reports could be obtained from the core Enforcement Officer.</p> <p>Members discussed the information contained in the two reports and raised their concerns again about the redacted information. The Deputy Town Clerk explained that we have been advised under GDPR it is not possible to share all of the data. However, it was commented by some Councillors that NCC do not redact information from reports.</p> <p>The Town Clerk agreed to seek further clarification on this matter.</p>
<p>10</p>	<p>Any Other Business</p> <p>A special meeting of the Environment Committee may have to be called in relation to the Bowes Street project.</p>
<p>11</p>	<p>Date and Time of Next Meeting</p> <p>The next meeting of the Environment Committee will be held on Tuesday 29 October 2019 6.30 pm in the Council Chamber, Arms Everytne House</p>

12	Part II Pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw. Enforcement Officer Provision
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Members of the Environment Committee

Councillors:

O Potts
E Anderson-Smith
D Carr
A Cartie
K Nisbet
R Parker
J R Potts
J Reid
M Richardson
S Stanger
G Thompson
W Taylor